

City of Miami Gardens



Department of Community Development

2010-11 CDBG Public Services Program Request for Proposals

Questions & Answers

1. **Q: Is it possible for us to receive the exact boundaries for the City of Miami Gardens? A few of the websites provide different info with regards to this.**
A: A map showing the City of Miami Gardens corporate boundaries is available on the City's website. Please go to www.miamigardens-fl.gov and click on City Services at the top of the page, then Planning & Zoning from the drop down list, then City Maps.
2. **Q: Does the entire proposal (narrative, exhibits, supplemental material, etc.) need to be printed/copied double-sided? Is it mandatory to have everything double-sided?**
A: It is highly recommended that the entire proposal be double-sided as requested in the RFP document. However, the City understands that this may be difficult with the ORIGINAL proposal document, due to any additional exhibits, forms, supplemental material, etc, that may be included in the proposal. As a result, the City requests that the ORIGINAL proposal be double-sided where possible, and that the four (4) COPIES of the proposal be double-sided throughout. The other formatting requirements apply to both the ORIGINAL proposal and COPIES, including:
 - Printed/copied on 8½" x 11" paper
 - Standard one inch (1") margins
 - At least a 12-point font size
 - All pages numbered sequentially
3. **Q: Are the forms, Board Members, Job descriptions, also required to be sequentially number along with the written two-sided proposal narrative?**
A: Yes.

REMINDER –

PROPOSALS ARE DUE NO LATER THAN 4:00 PM ON FRIDAY, JULY 9TH AT THE COMMUNITY DEVELOPMENT DEPARTMENT LOCATED AT 1515 NW 167 STREET, BLDG 4, STE 160.